

AP 323-3 Emergency Administration of Glucagon for Students with Type One Diabetes (T1D)

Procedures

1. The responsibility of the Fraser Health Authority is to:
 - 1.1 Provide group training to identified school staff once per school year in the administration of Glucagon.
 - 1.2 Provide ongoing training through the year to school staff as needed. (i.e. a student with T1D moves into the school or a new T1D student is diagnosed)
2. The responsibility of the school principal is:
 - 2.1 To identify all students in the school with T1D and to inform parents of the opportunity to provide emergency glucagon administration for their child. (See AP 323-1 Diabetes Support Plan and Medical Alert Information)
 - 2.2 To identify school staff to be trained in the administration of glucagon who are:
 - 2.2.1 Regular staff members in the school (not casual or temporary appointments)
 - 2.2.2 Willing to, with training, administer a hypodermic injection to a child in a low blood sugar crisis situation.
 - 2.3 To coordinate with Public Health Nurse a date for staff training for glucagon administration
 - 2.3.1 To develop an emergency protocol with staff following AP 323-1 Diabetes Support Plan and Medical Alert Information to ensure prompt administration of glucagon as required.
 - 2.3.2 To ensure parents have completed AP 323-2 Diabetes Medication Administration Form.
 - 2.3.3 To store the glucagon provided by parents in a secure yet accessible location in the school.
 - 2.3.4 To ensure the parent keeps the glucagon up to date in terms of the expiry date of the medication.
 - 2.3.5 To send a letter of refusal of service to parents who choose to not have their child with T1D participate in the glucagon emergency program (AP 323-5 Letter to Parents Who Do Not Want Glucagon Administration).

3. The responsibility of the parent is:
 - 3.1 To ensure the school is aware of the medical needs of their child with T1D.
 - 3.2 To sign, each year, AP 323-1 Diabetes Support Plan and Medical Alert Information and AP 323-2 Diabetes Medication Administration Form.
 - 3.3 To supply and keep the glucagon up to date in terms of the expiry date of the medication